



## The SUN Network Cambridgeshire and Peterborough Role Profile

**Role:** Chair – The SUN Network

**Accountable to:** Board of Directors and Members

**Pay:** This is a voluntary position. There will be remuneration paid at £3,600 p.a. to reflect its importance. Reasonable expenses will be reimbursed.

**Role Description:** The chair will be expected to work closely with the Executive Director to:

- Support and drive the organisation to achieve its vision
- Act as an Ambassador for The SUN Network
- Articulate the vision of the organisation to all members, stakeholders, and partner agencies
- Embody the organisation's values and principles as stated in the business plans
- Lead the implementation of the business plan to enable the organisation to fulfil its contractual responsibilities
- Monitor and constructively challenge the performance of the organisation in meeting its core and developmental objectives
- Ensure that the interests of people (adults) with lived experience of mental health and/or drug and alcohol challenges are always at the heart of decision making with specific reference to underserved groups
- Ensure that financial controls and systems of risk management are robust, and that the Board is kept fully informed through timely and relevant information
- Develop a Board of Directors that is fit for purpose
- Coach and develop the non-executive directors and ensure that they are supporting The SUN Network vision and positively contributing to the work of the organisation
- Develop an internal 'business' culture which is consistent with the values of the organisation
- Play a leading role in building external relationships with key stakeholders including Patient Voice groups of all kinds, the Integrated Care System, Accountable Business Unit, and other relevant stakeholders such as the local authorities, the voluntary and community sector, and others
- Ensure that the organisation values Equality, Diversity, and Inclusion (EDI) and demonstrates equality of opportunity in its treatment of staff and members of the public and in all aspects of its business
- Ensure a Board member is appointed to be responsible for safeguarding children and vulnerable adults
- Execute the responsibilities of a company director according to lawful and ethical standards, in line with the Nolan Principles of Conduct in Public Life\*

\* [The Seven Principles of Public Life - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/publications/the-seven-principles-of-public-life)



### **Knowledge, Experience and Skills:**

- Good understanding of the world of mental health and social care and more specifically mental health and social care within Cambridgeshire and Peterborough
- Well informed about governance in small organisations
- Well informed about financial management in small organisations
- Know how to build and deliver effective policies and business strategy
- Can demonstrate a strong commitment to equality and diversity
- Passionate about co-production and the importance of people with lived experience being heard from the start when services need improvement
- Good communication and engagement skills both within the team and with partner agencies
- Good leadership skills with the ability to support the organisation to continuously improve

### **You will:**

- Work in a reflective way, understanding the nuances of the role and the work and how you can best manage the role, your own learning, professional relationships with others, and the time commitment required
- Be open to learning and development, for self, staff, and the Board.
- Have time and commitment to effectively carry out the role. (Anticipated to be around 2 – 4 days a month, however it will be sporadic and varied across each month and either face to face – for example board meetings and AGM, or online for example emails and Teams meetings – typically in the core working day of 9am – 5pm)
- Be IT literate. Well versed in Microsoft applications, use of Teams/Zoom, and emails
- Be aged 18+
- Be required to complete a Disclosure and Barring Check (DBS check)
- Not have been previously disqualified as a company director
- Not be currently bankrupt or about to declare bankruptcy
- Have no conflicts of interests that may impact on your capacity to carry out the role effectively and ethically

More information about The SUN Network can be found at [www.sunnetwork.org.uk](http://www.sunnetwork.org.uk)

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